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**Cooperative Extension Work in Agriculture and Home Economics**

**United States Department of Agriculture and State  
Agricultural Colleges Cooperating**

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**BOYS' AND GIRLS' CLUB WORK**

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**SUGGESTIONS FOR  
BOYS' AND GIRLS' EXHIBITS**

**(At Local, County, and State Fairs)**

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**4-H Insignia Boys' and Girls' Clubs**

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**CIRCULAR 18**

**Office of Extension Work, North and West  
States Relations Service**

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THE rapid development of boys' and girls' agricultural and home-making club work calls for a careful planning of annual exhibits and the management of local club fairs. The boys' and girls' fair should aim to provide the club member with a place for making the required exhibits. Prizes or premiums should not be the reason for inviting the members' participation in the event, but the pride in showing the quality of club products and the setting of high standards of club achievements in the community or county.

Club fairs are also an effective means for interesting the older people in the work of the boys and girls in agricultural achievements, and they furnish for both old and young educational values illustrating what the community and home may do in a better and more profitable way. The fair shows not only what has been done, but what may be done.

Boys' and girls' club exhibits, when properly handled, recreate themselves; they satisfy the desire of the boys and girls in their boundless energy to express themselves in terms of achievement, practical education, demonstration, efficiency, cooperation, and contest.

# SUGGESTIONS FOR BOYS' AND GIRLS' EXHIBITS

(AT LOCAL, COUNTY, AND STATE FAIRS).

## ORGANIZATION.

The organization of a club fair should begin in the early winter and the plans should be completed by spring, so that exhibitors may have time to prepare their exhibits and the officers may have ample time to complete all plans and execute them before it is too late. The fair should aim to develop business efficiency on the part of its club officers; every member of the club should have some share in its

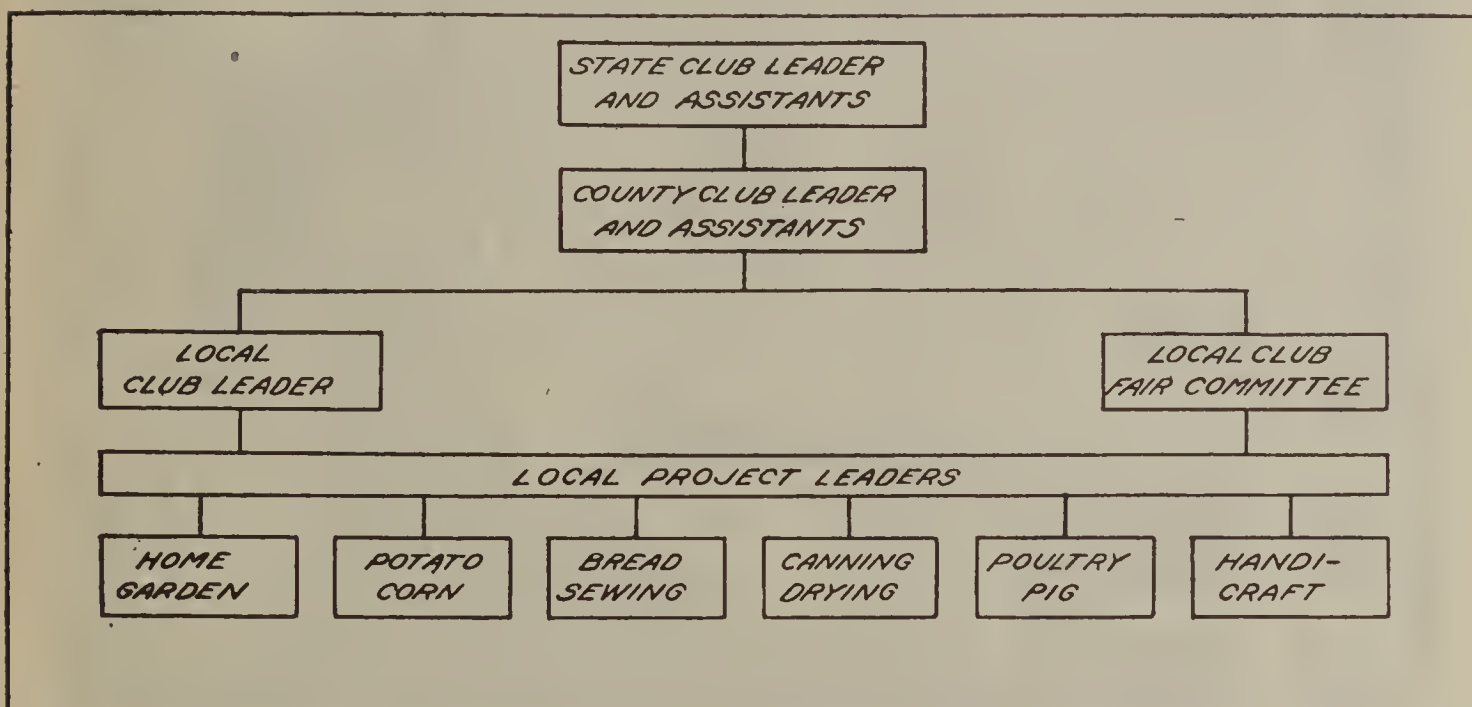


FIG. 1.—Organization of leaders for local club fair.

responsibilities. The various departments may be called project sections, to correspond to home projects of members, and members may be assigned as fair-project leaders. Each fair-project leader should be held responsible for his project section and should be accountable for the neatness and arrangement of the exhibits under the general supervision of the secretary or superintendent of club fairs. Boys and girls who have shown efficiency in particular lines of club work should be given positions which will develop their powers of leadership in those lines. Figure 1 shows the relationship of the project leaders to the superior officers.

## DISPLAY ROOMS.

The proper display of the exhibits is one of the most important factors in the making of a successful exhibit. Many exhibits lose their effectiveness because they can not be properly studied. The



display should attempt to express the individuality of each exhibit. The officers of the club should try to secure a well-lighted, heated room, with plenty of space to lay out all entries. (Fig. 2.) Store buildings, town and lodge halls, and level-floored opera houses make good places.

Portable tables may be made from boards and kept from year to year. The top may be covered with clean paper, bunting, or cheese-cloth. Inexpensive cloth around the sides of the display tables will



FIG. 2.—Proper lighting is as important as sufficient display space.

add much to the attractiveness of the general exhibit. For the canning display a stepping rack will show the products to better advantage and save exhibit space. (Fig. 3.)

### PUBLICITY WORK.

All successful enterprises depend upon the right kind of publicity. To secure exhibits and exhibitors a well-arranged and attractive premium list is necessary. A supply of handbills left at stores and public places is helpful. An excellent plan is to write letters or invitations to prominent people of the community. Announcements should be made in churches, Sunday schools, public meetings, and other places where people meet in groups.

Editors of newspapers are usually willing to cooperate and should be furnished instructive and interesting material for their publications. Club parades, posters, circulars, and other kinds of printed matter



are attractive and helpful in securing the desired public interest in the coming event. A contest in the making of display posters by boys and girls of the club is a good plan and has excellent educational as well as economic value to the membership. (Fig. 4.)

### PREMIUM LIST.

The premium list is one of the important items in connection with a boys' and girls' exhibit. A statement of the objects of the club



FIG. 3.—Efficient display equipment may be made from inexpensive material.

and the fair and a list of club projects and officers and members should be given. The rules governing the exhibit should be clearly stated.

It is preferable to give five awards in a lot rather than three, by cutting down the prize money. Local club leaders should secure a copy of the standard requirements for exhibits from the State club leaders in order to conform to standard club projects. Exhibit requirements should be used on a basis of uniformity throughout the State; therefore, requirements in a lot should not be changed without consulting the State club leader.

The premium list should be distributed as early as possible to acquaint exhibitors with the lots of exhibits, so they can properly prepare for them.

### ENTRY BLANKS.

Entry blanks will be found very convenient for use in making entries, as exhibitors may prefer to leave a list of entries they desire to make rather than wait while they are being made. Besides this,

more accuracy can be secured and responsibility for mistakes can always be traced if the entries are written out by the exhibitor on an entry blank. If inclosed in premium lists sent out, they will be appreciated by exhibitors who wish to send in entries by mail. (Fig. 5.)



FIG. 4.—A good cover design for club fair, circular or premium list, used in Vermont Boys' and Girls' State Club Fair.

#### CERTIFICATION.

There are four classes of club membership in the State club work, and it is necessary that the exhibitors conform to the age requirements given on page 7 in making entries for exhibits.



•Active members: 10 to 18 years, inclusive.

Associate members: Under 10 years of age.

Special members: Members over 18 years of age given honorary membership for meritorious club work. Can not compete for prizes in exhibits or contests.

All-star members: Championship members who have passed the age requirement are eligible to enter all contests irrespective of their age but can not compete for prizes.

### ENTRY BLANK.

Date.....

Dear Club Leader:

Please make entries for me at the Pittsford Boys' and Girls' Club Fair, as follows:

(Members must write in project, lot number, and name of article or animal as in list.)

Project.	Lot No.	Article or animal as in list.
<i>Garden</i>	<i>6</i>	<i>Five beets.</i>
<i>Potato</i>	<i>4</i>	<i>Twenty Carmen potatoes.</i>
<i>Canning</i>	<i>18</i>	<i>Sixty-five jars fruit, vegetables, and greens.</i>
<i>Poultry</i>	<i>36</i>	<i>One Rhode Island Red hen.</i>
<i>Pig</i>	<i>43</i>	<i>One pig under 6 months of age.</i>

Name.....

Address.....

Name of Club.....

Approved:

.....  
Club Leader.

FIG. 5.—Entry blank. May contain 10, 15, or 20 lines.

Contests may be open for prize competition to active and associate members, and ribbons of "special mention" may be given to special members and all-star members. It is necessary that all exhibitors be certified as to age. (Fig. 6.)

It is advisable to have club members certify that all exhibits were made by themselves and have not been entered for a prize at the annual club fair at a previous contest. (Fig. 7.)

### ENTRY BOOKS.

An accurate, convenient, and simple entry system is very essential. One confused or mistaken entry will cause the club leader and secretary much unnecessary trouble and the exhibitors a great deal of dissatisfaction. For a small exhibit, single-page entry sheets are more convenient. These pages can be bound into books or left as sheets; books are preferable, however. Only the club leader or

Date.....	
Dear Club Leader:	
I hereby certify that ..... is ..... years	
of age and eligible to compete at the Pittsford Boys' and Girls' Club Fair.	
Very truly, yours,	
	Name.....
	Address.....
	Title.....
Approved:	(Parent, guardian, or teacher.)
.....	
Club Leader.	

FIG. 6.—Form for age certification.

secretary (if the latter is not competing) should have access to this book until after the judging is completed (fig. 8).

### ENTRY TAGS.

Entry tags should be small, so as not to interfere with the judging nor detract from the exhibits. In a small contest these can often be written instead of printed. One good form is shown herewith. The tag should be strong enough to stand wear and removing and should be tied and *not* glued or sewed to exhibits (fig. 9). The exhibitor's name should never be put on until the judges have finished.

### DISPLAY CARDS.

A small, neat display card as shown herewith (fig. 10), can take the place of the entry tag after the judges have finished and will add much to the attractiveness of the exhibit.

### JUDGING.

Competent judges are necessary for a successful contest. Judges should not merely place the awards, but should give the reasons for their placing to the exhibitors present and suggest methods of improvement. They should be selected for their fitness to judge and should also be ready to answer questions that may be asked. The judge's discussion and explanation or reasons for "placing" should be one of the best educational features of the contest. Blank forms or a book should be furnished the judges in which to make their

Date.....

Dear Club Leader:

I hereby make application to exhibit at the Pittsford Boys' and Girls' Club Fair, and I certify that all my exhibits have been made, grown, or raised by me without the assistance of an adult during the club year of 19..., and have not been entered for a prize at a previous contest of the Pittsford Fair.

Very truly, yours,

Name.....

Address.....

Name of Club.....

Approved:

.....  
Club Leader.

FIG. 7.—Form for member's certification.

awards, so that they may become a part of the records of the club and be kept on file (fig. 11).

### RIBBONS.

Ribbons should be printed, giving the name of the contest, the place, the date, and the prize won (fig. 12). To further designate the class to which the prize belongs, different-colored ribbons are used. The ribbons should be given in addition to the premiums, for club members prize them highly, not only as a token of award, but as a souvenir of the contest. It would be well if uniform colors were used throughout the State, as exhibitors would then soon become accus-



tomed to them. The following colors have been used and might well be adopted for club fairs:

1. Dark blue.                      2. Red.                      3. White.

Sweepstakes—Royal purple.

### PREMIUM CARDS.

If ribbons are not obtainable, premium-award cards can be purchased and printed for \$3 to \$5 per thousand. Although they are not as desirable as award ribbons, they are economical and can serve

Page 1.				
Project: <i>Sewing.</i>		Lot No. 24.		
Article: <i>Laundry bag.</i>				
Entry No.	Name.	Address.	Rank.	Premium won.
1	<i>John Jones.</i>	<i>Florence.</i>	3	50 cents.
2	<i>Mary Smith.</i>	<i>Pittsford.</i>	1	\$1.00.
3	<i>Bess Brown.</i>	<i>Proctor.</i>	2	75 cents.
4	<i>Ben Black.</i>	<i>Pittsford Mills.</i>	5	25 cents.
5	<i>Hazel White.</i>	<i>Rutland.</i>	4	25 cents.
6	<i>Ruth Green.</i>	<i>Pittsford.</i>		Special mention.
7				
8				
9				

FIG. 8.—Form for entry sheet or book.

from year to year. The stock from which they are made should be of good weight, durable, and the design and colors attractive. The same color designation as the ribbons should be used (fig. 13).

### PREMIUMS.

Premiums are of vital importance in a contest. While the prize should not be the chief motive to bring out club members for exhibiting, yet good serviceable premiums are the best kind of inducement to bring out good entries. District, county, and State fair associa-

tions, business men, chambers of commerce, boards of trade, granges, individuals, and institutions usually provide the premiums.

Large cash prizes are injurious to the work rather than helpful. Small awards, with the idea of giving recognition for definite standards of achievement to many instead of the few, should be the object. Useful kitchen equipment, furniture, farm implements, and poultry and stock devices of all kinds are commendable, if they reinforce the particular work of the club members or groups of members. Books, magazines, and periodicals relating to the project are constructive awards. War savings stamps to club members and Liberty bonds to clubs are recommended for prizes during the war.

○

**Entry Tag.**

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Entry No. 2.

Project: *Sewing.*

Lot No.: 24.

Entry:

*Laundry bag.*

.....

FIG. 9.—Form for entry tag  $1\frac{1}{4}$  by 3 in.

Tuition and expenses to agricultural short courses, State, district, and county fairs, summer camps, etc., may be offered, with the distinct idea of giving education through the winners and training the members for local leadership in order that the member may return to the home community better prepared to serve the entire club group and community. The prizes should always be in proportion to the achievement and should be clearly beneficial and of definite educational value.

#### JUDGING CONTESTS AND DEMONSTRATIONS.

The club fair should be "live." It should represent the all-around interests of club work. A series of judging contests in the various club projects should be held, and the club leader would do well to secure the services of a specialist who will act as judge and give his

reasons for placings, so that the contestants may benefit from one who has expert knowledge of a subject.

Demonstrations by club-demonstration teams should be given in all projects and in connection with the products exhibited. They add much to the educational value of the fair. As demonstrations may not be competitive, each demonstrator should be given a demon-



**Pittsford**

## **Boys' and Girls' Club Work.**

Annual Fair.

Name: *Mary Smith.*

Address: *R. F. D. 1, Pittsford, Vt.*

Article: *Laundry bag.*

Project: *Sewing.*

Lot No.: *24.*

### **MOTTO:**

**"To Make The Best Better."**

FIG. 10.—Form for display card.

strator's ribbon (fig. 14). "Achievement" talks by the club members and illustrated lectures by the State or local leaders and extension workers from the State agricultural college will be found helpful and will add much to the life of the fair.

### **ACCOUNTS AND RECORDS.**

It is quite important that the people and institutions who give money and prizes shall know how they have been distributed, and it will greatly enhance the popularity and usefulness of the club fair if



an accurate record is kept of all funds received and expended. An index of exhibitors should be made, so that at any time, by reference to this index, the page where the former award of any exhibitor has been placed can be readily found (fig. 15). Forms for a letter of subscription and a letter of acknowledgment are suggested in figures 16 and 17.

Page one.	
AWARDS.	
Project: <i>Sewing Lot No. 24.</i>	
Article: <i>Laundry bag.</i>	
First award.....	Entry No.. 2
Second award.....	Entry No.. 3
Third award.....	Entry No.. 1
Fourth award.....	Entry No.. 5
Fifth award.....	Entry No.. 4
..... award.....	Entry No..
Honorable mention.....	Entry No.. 6
Special mention.....	Entry No..
Sweepstakes.....	Entry No..
Name of judge: .....	

FIG. 11.—Form for award sheet or book for judges.

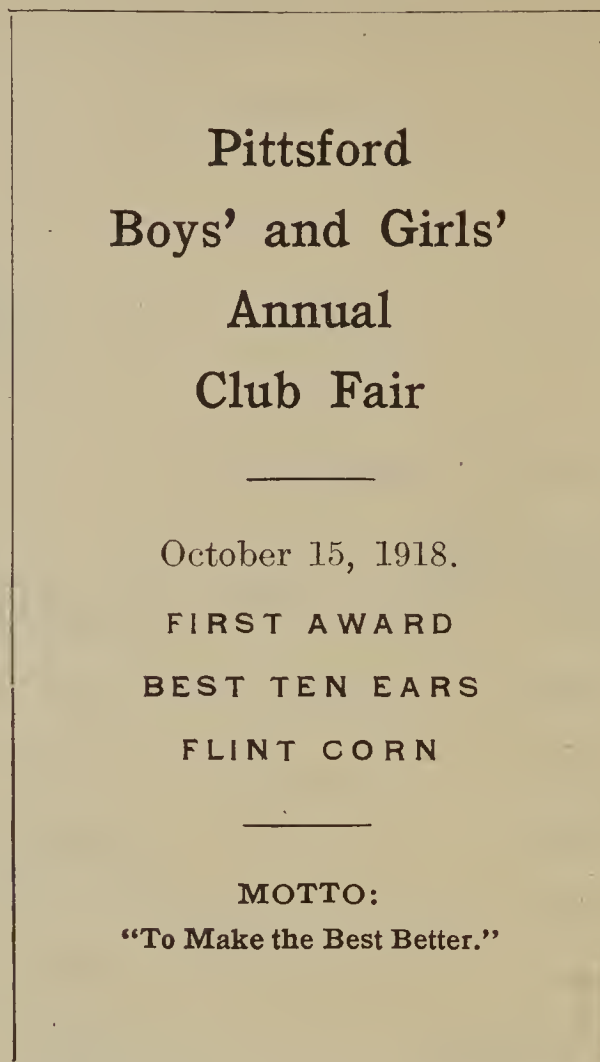
The officers of the club should keep a record book of the fair containing all business proceedings, account books, scrap book for all printed matter, receipt books, and blank books. Receipts should be taken for all supplies purchased.

#### THE 4-H BRAND INSIGNIA.

The wide use of the 4-H insignia or clover-leaf emblem (see title page) of the boys' and girls' club work is recommended. The emblem may be used on all stationery and printed and advertising matter. The achievement shield may be used on the caps and aprons of the club member's uniform and will add much to the attractiveness of the costume.

# THE CLUB FAIR AND THE FARM BUREAU.

The boys' and girls' club exhibit should be a part of the county extension program in agriculture and home economics conducted and



Pittsford  
Boys' and Girls'  
Annual  
Club Fair

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October 15, 1918.

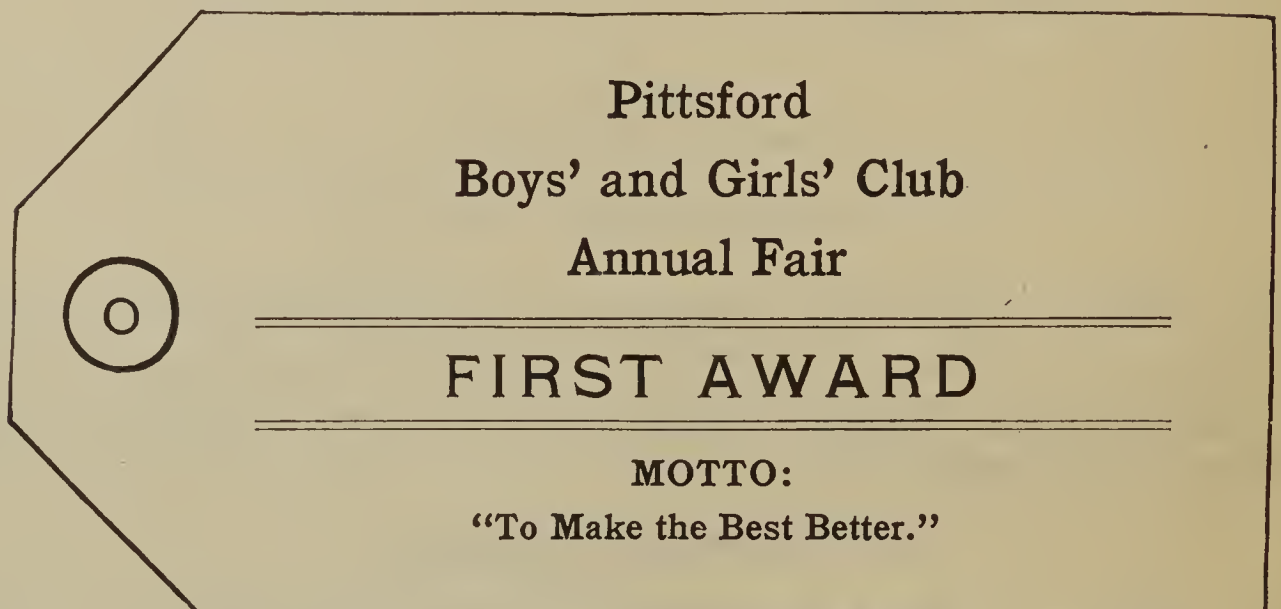
FIRST AWARD  
BEST TEN EARS  
FLINT CORN

---

MOTTO:  
"To Make the Best Better."

FIG. 12.—Form for award ribbon. Size,  $2\frac{1}{4}$  by 8 in.

supported by the farm bureau, State agricultural college, and United States Department of Agriculture.



Pittsford  
Boys' and Girls' Club  
Annual Fair

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FIRST AWARD

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MOTTO:  
"To Make the Best Better."

FIG. 13.—Form for premium award card.

The exhibit and fair should aim to show the close cooperation and coordination of the principal extension activities of the county.

**Pittsford  
Boys' and Girls'  
Annual  
Club Fair**

October 15, 1918.

**DEMONSTRATION AWARD**

MERITORIOUS PERFORMANCE

IN

DEMONSTRATING BEST  
PRACTICES IN AGRICULTURE

AND HOME MAKING

**MOTTO:**

"To Make the Best Better."

FIG. 14.—Form for award ribbon. Size,  $2\frac{1}{4}$  by 8 in.

Name of Exhibitor.	No.	Page.
<i>Allison, Arthur</i>	28	9
<i>Alvarado, Alice</i>	17	8
<i>Black, Ben</i>	5	7
<i>Brown, Bess</i>	2	6
<i>Calkins, Clara</i>	26	10
<i>Chalmers, Charles</i>	10	4
<i>Chadwick, Carrie</i>	8	3

FIG. 15.—Form for statement index.



Date.....

Dear Club Leader:

I believe in boys and girls and what they are trying to do in club work. I shall be pleased to donate ..... for prizes for the Pittsford Boys' and Girls' Annual Club Fair.

Sincerely,

Name.....

Address.....

FIG. 16.—Form to use in subscription for prizes.

City....., State.....

Date.....

Mr.....,

.....

Dear Mr. ....

I thank you on behalf of the members of the Pittsford Boys' and Girls' Club for your donation of ..... to be used as prizes for our annual fair and your interest in our behalf. With best wishes,

Sincerely,

....., Club Leader.

FIG. 17.—Acknowledging letter.

